

PERSONNEL BOARD AGENDA
Monday, October 1, 2012 - 6:00 p.m.

Call to Order/Roll Call of Members: Pat Carnevale, Chairperson; Grecia Ferro-Ameneiro, Vice-Chairperson; Ann Infante, Member; Zoraya Pena, Member; and Beatriz Sosa, Member.

ON THE DAIS:

Zoning Inspector (Item 11) job description reflecting the changes requested and approved by the Personnel Board at the September 10, 2012 meeting.

AGENDA

1. Request to approve the minutes of the September 2012 Personnel Board meeting.
2. Request to approve leave with pay, because of death in the immediate family, for the listed employees, in accordance with Rule 13, Section 5 (f) of the Civil Service Rules and Regulations, received September 2012.
 1. Marla Alpizar Education and Community Services
 2. Henry Avila Fire Department
 3. Eleazer Muniz Fire Department
 4. John Underhill Fire Department
 5. Patricia Chaiken Planning & Zoning Department
 6. Luis Garrido Police Department
 7. James Somohano Police Department
 8. Joseph Rodriguez Water & Sewers Department
3. Report of **Leave Without Pay** List for September 2012.
4. Report of Civil Service **Appointments** for September 2012.
5. Report of Civil Service **Resignations** for September 2012.
6. Report of **Maternal/Paternal Leave** for September 2012.
 1. Axel Ortiz Parks & Recreation Department
 2. Kern Dieudonne Police Department
7. Report of **Leave of Absence** for September 2012.
 1. Bayardo Montiel Parks & Recreation Department
 2. Nivea Morales Parks & Recreation Department

8. Request to hear **Unfinished Business.**

9. Request to hear **New Business.**

NEXT PERSONNEL BOARD MEETING: "November 5, 2012"

If any person decides to appeal any decision made by the Personnel Board with respect to any matter considered at this meeting, he/she will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans and Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk no later than seven (7) days prior to the proceeding. Telephone (305) 883-5820 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers (800) 955-8771 (TDD) OR (800) 955-8770 (VOICE), for assistance.